

# Location Assessment Checklist

**PRODUCTION NAME:** \_\_\_\_\_

**TODAY'S DATE:** \_\_\_\_\_

**SHOOTING DATES:** \_\_\_\_\_

**PREPARED BY:** \_\_\_\_\_

**LOCATION NAME:** \_\_\_\_\_

**FILED WITH:** \_\_\_\_\_

**LOCATION ADDRESS:** \_\_\_\_\_

**COPIES TO:** \_\_\_\_\_

A	General	Y	N	N/A	Documentation Required	Action Required
1	Have the managers/owners of the location been informed of the work processes the production company will perform?					
2	Have previous hazard assessments and hazardous materials inventories been reviewed for this location?					
3	Are there engineering reports and floor plans available that outline anchorage points, weight loads, and structural issues?					
4	If the location is an active facility, has there been a facility liaison assigned to the production?					
5	If the location is an active facility, are there emergency procedures available onsite? If so, ask for a copy.					
6	Are there areas of potential walking surface hazards at the location, e.g., grease, holes in floor, etc?					
7	Is specific PPE a requirement of the location? Who will provide it?					
8	Do safety notices or safe work practices need to be posted or attached to the call sheet?					
9	Are there areas that need to be clearly marked and/or taped "KEEP OUT"?					
10	Will fire escapes or rooftops need to be evaluated or blocked off?					
11	Are guardrails and handrails in place on raised platforms or potentially unstable areas (e.g., cliff edges, stairs, etc.)?					
12	Other:					

<b>B</b>	<b>Electrical and Water Systems</b>	<b>Y</b>	<b>N</b>	<b>N/A</b>	<b>Documentation Required</b>	<b>Action Required</b>
1	Are there any potential live electrical hazards (exposed wiring, electrical boxes, etc.) at the location?					
2	Is house power available to production? If so, check with production for requirements.					
4	Are there hygienic and functional washrooms (separate men's/women's) for the intended amount of employees?					
5	Is there enough potable water onsite for production's needs?					
6	Other:					
<b>C</b>	<b>Fire Safety</b>	<b>Y</b>	<b>N</b>	<b>N/A</b>	<b>Documentation Required</b>	<b>Action Required</b>
1	Are fire extinguishers and/or other fire safety equipment available, with up-to-date inspections, in working condition, and in clearly marked locations?					
2	Does the facility have a sprinkler system?					
3	Have outside fire lanes been established?					
4	Are fire hydrants accessible, and fire department connections clear?					
5	Can space heaters be used safely at the location?					
6	Can a 4-foot fire lane be established with the set in place?					
7	Will it be necessary to have a Fire Safety Officer (FSO) on set?					
8	Are exits, corridors, and stairs illuminated, clearly marked, and unobstructed?					
9	Other:					
<b>D</b>	<b>Environmental Considerations</b>	<b>Y</b>	<b>N</b>	<b>N/A</b>	<b>Documentation Required</b>	<b>Action Required</b>
1	Are there copies of safety data sheets (SDS) on file at the location for all hazardous material being used/stored on site?					
2	Are hazardous materials properly stored and/or secured?					
3	Are there any presumed asbestos-containing materials (PACM) at this location?					
4	Is there the potential for paint at this location to contain lead?					

5	Is there visible mold or conditions likely to harbor mold?					
6	Does the location contain an obvious amount of dust or particulate?					
7	Will the production be using snow, smoke, dust, or fog effects, or creating large amounts of dust or smoke?					
8	Is there a risk for exposure to biological contaminants (blood, urine, feces, hypodermic needles, animal remains?)					
9	Do any hazardous materials need to be removed?					
10	Other:					
<b>E</b>	<b>Special Considerations</b>	<b>Y</b>	<b>N</b>	<b>N/A</b>	<b>Documentation Required</b>	<b>Action Required</b>
1	Will filming take place in or around trains or subways?					
2	Will filming take place in or around an airport or temporary airfield?					
3	Will filming take place in or around a helicopter or aircraft, or utilize a UAS?					
4	Are there any water hazards (dock, wharf, pool, lake, etc.)?					
5	Will filming take place in or around boats or watercraft?					
6	Are there any confined spaces or enclosed areas associated with the location?					
7	Are there areas that may require supplementary ventilation?					
8	Will any stunt or special effect take place?					
9	Other:					
<b>F</b>	<b>Wilderness or Remote Locations</b>	<b>Y</b>	<b>N</b>	<b>N/A</b>	<b>Documentation Required</b>	<b>Action Required</b>
1	Are there any concerns regarding extreme weather conditions?					
2	Is a supplementary emergency communication system needed?					
3	Is there an adequate first aid facility at the site or close to the site, or is there an emergency medical facility in close proximity?					
4	Are there poisonous plants, or harmful insects or animals?					
5	Is there enough potable water on-site?					

6	Are there indigenous animals that will have to be moved, or animal habitats that will need to be protected?					
7	Will animals be used in the production?					
8	Other:					
<b>G</b>	<b>Security and Traffic Control</b>	<b>Y</b>	<b>N</b>	<b>N/A</b>	<b>Documentation Required</b>	<b>Action Required</b>
1	Is there security at the site, especially for those working alone at night?					
2	Can cast and crew get safely from the parking area to the set?					
3	Is there a need for security escorts (day or night)?					
4	Is the outdoor lighting adequate?					
5	Are guards needed for lockup, guarding equipment, etc?					
6	Will general traffic control, lane closures, or ITC need to be arranged?					
7	Are enough hi-vis vests available for crew, if needed?					
8	Other:					

**Notes:**